

Colorado Springs Utilities (Utilities) offers Water Allocation Plans (WAP) for customers who require flexibility in meeting the days per week watering requirements of the Water Shortage Ordinance (WSO), Chapter 12, Article 4, Part 1304, 1306 and 1307 of the Code of the City of Colorado Springs. A WAP will define site-specific volumetric allotment of water to be used for irrigation on the subject property not to exceed the estimated volume of water that would be used on the property if irrigation occurred in accordance with the declared stage or outdoor landscape watering limit set forth in the WSO. Upon written approval of an WAP, the water customer agrees to follow the terms and conditions set forth in this document and any terms and conditions set forth in the approved WAP.

Terms and Conditions

- WAPs are effective May 1 – October 15 and are typically issued to provide exemptions from the days per week watering requirements set forth in sections 12.4.1304, 12.4.1306, and 12.4.1307 of the WSO. Utilities may also issue a WAP that exempts a customer from the time of day limits in the WSO if the customer can demonstrate a critical need for such an exemption based on the customer's inability to comply with the limits. WAPs do not provide an exemption from other provisions of the WSO unless a critical need can be demonstrated by the customer.
- WAPs shall expire after 5 years from the date of issuance. At that time, the customer will be required to submit a new WAP application.
- If the subject premises does not have a dedicated meter or submeter for irrigation is not available, Utilities will determine the irrigation allotment by subtracting an estimated indoor water consumption from the monthly total to establish the outdoor consumption. This outdoor consumption will be used for compliance to the WAP. It may not match billing consumption totals.
- If a water leak occurs, a customer may apply for a [Water Leak Adjustment](#). If a leak adjustment is approved, the customer's water consumption will be adjusted for the leak total.
- If a customer with an approved WAP applies for and receives an Establishment Permit (EP), the volume of water consumption during the approved EP effective dates may be deducted from the outdoor consumption allotment permitted under the WAP.
- Single family residential customers with a total lot size under 20,000sqft are not required to submit site information. A vegetated area measurement will be used to calculate the water allotment. Upon plan approval, this area may be reviewed.
- Single family residential customers with a total lot size equal to or greater than 20,000sqft, multifamily customers and all commercial customers shall provide the following information:
 - A list of all water account numbers that contain outdoor watering.
 - A site map identifying actively* irrigated landscaped areas.
 - The total square footage of actively* irrigated landscape areas.

*Actively irrigated landscape is defined as any portion of the landscape that is watered by a working, in-ground sprinkler system and is watered at least one time per month.
- Third parties such as contractors or property managers that are not listed on the account for the subject premises may only apply for a WAP if the customer has completed the Consumption Consent Form authorizing the third party to apply.
- Utilities may withdraw or amend an approved WAP upon the declaration of a different water shortage stage or outdoor landscape watering level pursuant to the WSO.
- WAPs will not be applicable or provide relief from all of the WSO requirements during a Stage III or Stage IV shortage, except as permitted by section 12.4.1308(B).
- WAPs will not excuse customers from paying any applicable rates for water service, including rates under an approved water shortage tariff.
- A notice regarding the existence of an WAP, on a form provided by Utilities, shall be displayed on the premises and be visible from a public street at all times during the term of the WAP.
- Utilities may conduct or require a site inspection to evaluate compliance with the terms of an approved WAP. If an area approved for irrigation under a WAP is not being actively irrigated, the area may be removed from the approved plan and the water allocation permitted in the WAP may be reduced accordingly.
- A commercial customer may provide one application for several premises provided all necessary details, including: applicable account numbers, addresses and corresponding maps identifying actively irrigated areas are provided.
- If landscape modifications occur that affect the approved WAP, the customer is responsible for contacting Utilities and updating WAP information.
- Failure to comply with a condition set forth herein and in an approved WAP, including exceeding the water allocation allotments, may result in a revocation of the WAP and Utilities will add charge to the customer's water bill equal to one hundred dollars (\$100.00) for a residential customer and five hundred dollars (\$500.00) for a commercial user.

DISCLAIMERS

Utilities does not warrant the security of third party email providers. Email may not be a secure means to send private information, and customers accept any security liabilities while information is in transit. Upon receipt, Utilities will secure all personal information in accordance with internal policies and applicable laws.

Colorado Public (Open) Records Act (CORA) - Utilities is an enterprise of the City of Colorado Springs, therefore, Utilities' records are public records open for inspection by any person at reasonable times, except as provided by the Colorado Public (Open) Records Act (CORA) or other laws. The CORA permits the denial of inspection of any records that contain personal and financial information of past or present users of public utilities.



Water Allocation Plan Application

Customer information

Account name: _____ Account number(s): _____
(as shown on utility bill)

Street address(es): _____ City/Zip: _____

Phone: _____ Tax Identification Number: _____
(if commercial customer)

To receive WAP consumption data and plan updates, please provide email address: _____

Applicant information (if other than customer)

Applicant name: _____ Company: _____

Phone: _____

To receive WAP consumption data and plan updates, please provide email address: _____

Site information (Required for all commercial customers, multifamily residential and single family residential customers with lots equal to or larger than 20,000sqft,)

Total landscape area actively irrigated: _____

Area of turf grass (if available): _____

Area of planting beds (if available): _____

Area of native grass (if available): _____

Please attach a map of the actively irrigated landscape area for your site.

Do you have any temporary irrigation (for commercial customers only)? Yes, No, Not sure

If you have a critical need or a unique circumstance that requires relief from the time of day limits, please describe the situation below. Also, if you have any conditions that may cause water consumption to increase or decrease during May 1 – Oct. 15 please provide a detailed explanation below. *Examples: seasonal occupancy changes, filling an outdoor pool or water feature, etc.*

I have read the terms and conditions and understand my obligations with regard to the water allocation plan for the above-referenced property.

Signature

Printed Name

Date

Please send applications to:
Colorado Springs Utilities
Conservation and Environmental Center
2855 Mesa Rd.
Colorado Springs, CO, 80904
Office hours: Monday- Friday 8AM-5PM
Phone: 719-668-8283 Fax: 719-668-4599
OR scan and email all paperwork to:
WAP@csu.org